

**AGENDA
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – JANUARY 7, 2015 @ 6:30 P.M.
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD
PLEASE SILENCE ALL ELECTRONIC DEVICES DURING MEETING
THANK YOU.**

(The Town of Edgewood Council is pleased to have residents of the community take time to attend Council Meetings. Attendance and participation is encouraged. Individuals wishing to be heard during Public Hearing proceedings are encouraged to be prepared. Public comments may not be disruptive or harassing, and all persons are expected to maintain respect and decorum. Accordingly, rude, slanderous, or abusive comments and/or boisterous behavior will not be permitted. Written comments are welcomed and should be given to the Clerk-Treasurer prior to the start of the meeting).

- **CALL TO ORDER.**
- **PLEDGE OF ALLEGIANCE.**

1. APPROVAL OF AGENDA.

2. APPROVAL OF CONSENT AGENDA.

- A. Approval of the Regular Council Meeting Minutes of December 17, 2014.
- B. Acknowledge Receipt of the Planning & Zoning Commission Meeting Minutes of December 16, 2014.

3. MATTERS FROM THE MAYOR.

4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.

5. MATTERS FROM THE ATTORNEY.

6. MATTERS FROM THE MUNICIPAL JUDGE.

- A. Judge White will present his report for the month of December, 2014.

7. PUBLIC HEARING.

**Legislative Procedure: Continuation from the Meeting of December 3, 2014.
Certification that Public Notice of this Meeting has been posted as required:**

- A. Public Hearing – Amendments to Zoning Ordinance No. 2014-02.
- B. Public Hearing – Amendments to Subdivision Ordinance No. 2014-03.

8. CALL FOR PUBLIC HEARING. (To be heard at the Council Meeting of February 4, 2014).

- A. Zone Change for Phillip, Kathleen & Melissa Adams – Requesting C-2 Zoning for (1) lot currently zoned R-1 located at 2006 Old Highway 66, Tract E-2 (1 acre) in Section 27 T10N R7E.
- B. Zone Change for Paula C. Doyle – Requesting C-2 Zoning for (2) lots currently zoned R-1 located at 2008 Old Highway 66, Tract 2 (.333 acres) and Tract 3 (.566 acres) in Section 27 T10N R7E.
- C. Amendment to the Town of Edgewood Zone Map.

9. **PUBLIC COMMENTS OF GENERAL MATTERS.** Limit to 2 minutes per person.
10. **MATTERS FROM THE ADMINISTRATOR.**
 - A. Recommendation from Committee to award RFP on the Operation & Maintenance of the Wastewater Plant.
11. **RESOLUTIONS.**
 - A. Resolution No. 2015-01. A Resolution to Enter into Grant Agreement (SAP-14-1700 STB) with the New Mexico Environment Department.
12. **ANNOUNCEMENTS and/or CALENDAR REVIEW.**
 - A. Regular Council Meeting – January 21, 2015 @ 6:30 P.M.
 - B. Regular Council Meeting February 4, 2015 @ 6:30 P.M.
 - C. Town Hall Meeting- January 17, 2014 @ 1:00 P.M. @ Edgewood Middle School.

NOTE: The Town Hall will be closed on Monday, January 19, 2015 in observance of Martin Luther King Jr. Day.
13. **FUTURE AGENDA ITEMS.**
 - A. Appointment of Library Board Members.
 - B. Appointment of Planning & Zoning Commissioners.
 - C. Adoption of Resolution No. 2015-02 Schedule of Fees for Wastewater Connection.
 - D. Mid-Year Budget Review and Budget Adjustment Resolutions.
14. **ADJOURN.**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Clerk at the Town Offices located at 1911 Historic Route 66, at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Town Clerk at (505)286-4518, or by e-mail at clerk@edgewood-nm.gov if a summary or other type of accessible format is needed. **The complete council packet may be viewed on the web, visit www.edgewood-nm.gov click on Agendas, Meetings & Minutes.**

**MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – DECEMBER 17, 2014 @ 6:30 P.M.
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD**

• **CALL TO ORDER.**

Mayor Hill called the meeting to order at 6:30 pm.

Councilors present were John Abrams, Rita Loy Simmons, and Chuck Ring. Councilors not present were Sherry Abraham. Also present were: Attorney Bob White, Steve Shepherd, Town Administrator, Estefanie Muller, CMC, Clerk-Treasurer, and Bonnie Pettee, Town Secretary.

• **PLEDGE OF ALLEGIANCE.**

1. APPROVAL OF AGENDA.

MOTION: Councilor Abrams made a motion to approve the agenda as presented. Councilor Simmons seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

2. APPROVAL OF CONSENT AGENDA.

- A. Approval of the Regular Council Meeting Minutes of December 3, 2014.
- B. Acknowledge Receipt of the Planning & Zoning Commission Meeting Minutes of December 2, 2014.
- C. Acknowledge Receipt of the Library Board Meeting Minutes and Library Report for the month of November, 2014.
- D. Acknowledge Receipt of the Parks & Recreation Meeting Minutes of December 1, 2014.
- E. Acknowledge Receipt of the Animal Control Advisory Board Meeting Minutes of November 3, 2014.

MOTION: Councilor Abrams made a motion to approve the Consent Agenda as presented. Councilor Simmons seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

3. MATTERS FROM THE MAYOR.

- A. Mayor Hill reported that there will be dynamite blasting in the area. This is a concern because no notification was given. Mayor Hill continued saying that he had asked legal counsel to intervene with an injunction at District Court for no due process and failure to notify the Town of Edgewood. This is a safety concern to the residents in the area, since there were damages to surrounding property at a previous time of blasting.

____ Initials

He added that we would like proper procedure of public notice.

B. The State Land Office and the Town of Edgewood have reached an agreement regarding the Right-of-Ways for Section 16. We have issued payment and are moving forward with road improvements. Mayor Hill noted that the fees were advantageous to the community based on appraisal.

C. The street lights that are out, Mayor Hill explained that we have a contract in place for them to be replaced. The Department of Transportation has approved the new LED lights, which will be placed on the East side of the road. Clerk Muller has contacted Mr. Aragon for a start date.

D. Department of Transportation has approved the new trails along Hwy 344. Work will also begin on them soon.

E. Mayor Hill was happy to announce that the construction company for the new Police Department and Animal Control building will begin tomorrow. Mayor Hill stated that he would like to have a formal ground breaking ceremony there in the near future. After a brief discussion, it was decided that January 7th would be the date at around 2:00 pm. Staff will prepare a public notice/announcement.

F. Mayor Hill stated that Judge White has chosen Al Smith to serve as the Alternate Judge. Mr. Smith was introduced to the Council and citizens present. Mr. Smith expressed his gratitude for the confidence in him. A formal swearing in ceremony will be forth coming.

4. **MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

Councilor Abrams attended a meeting with 1st Choice at HPPC in Edgewood regarding the construction of a new building.

Mayor Hill added that they will make a presentation at the Town Hall meeting.

They may have found a funding source in the form of a federal grant. The Town of Edgewood is a qualified base for this grant, but the time frame is short. If the time frame is not met, they will have to wait until January 2016.

Councilor Abrams requested that they (the Councilors) obtain advanced drafts of the Zoning Ordinance from the attorney and inquired about the public access for wind turbine stats.

Kay Davis McGill replied that the website had been upgraded a month ago. She will check into.

Councilor Simmons stated that she will attend the Estancia Basin meeting.

Councilor Ring reported on a conference he attended in Albuquerque regarding Mainstreet. He will send information from the meeting to Clerk Muller for anyone interested in it. He also commented on the 1st Choice meeting, stating that the CEO was happy with the response, as well as the County Commissioners.

Councilor Ring requested that the police department give Council access to the GPS site, in an effort to see if it is cost efficient.

5. **MATTERS FROM THE MUNICIPAL JUDGE.**

A. Judge White will present his report for the month of November, 2014.

Judge White expressed his appreciation for the fine working relationship he has with the Mayor, Council & staff. He also thanked Ms. McGill for all the hard work she has done

during her time with the Town. He reviewed his report with Council stating that the situation in Edgewood is a healthy one. He spoke about Al Smith being a very good person to fill the Alternate Judge position. The certification process has begun and Mr. Smith has sat in on some court sessions. He will soon be receiving some training from the judicial system. Judge White presented Mr. Smith his new business cards and added his swearing in will be Monday, December 22nd at 8:30 a.m.

MOTION: Councilor Abrams made a motion to accept the Judge's Report for the month November 2014. Councilor Ring seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

6. TOWN OF EDGEWOOD POLICE REPORT – Chief Radosevich.

A. Police Report and Animal Control Report for the month of November, 2014.

Chief Radosevich reviewed his report. He stated that there were numerous reports of shoplifting at Walmart. They have made some adjustments in shifts and are working proactively to fix the situation. He stated that a new SUV had been ordered and will take about 30 days to equip. They will also have a new Animal Control vehicle in a few days. He commented that this weekend would be the "Shop with a Cop" program. Eleven children had been chosen to participate. They will have breakfast and go shopping. Councilor Ring inquired about the Neighborhood Watch Program. Chief Radosevich replied that one was up and running. There will be more in the spring; 4 areas have been identified.

Mayor Hill noted that the traffic calming device on Hill Ranch road was facing the wrong way.

MOTION: Councilor Simmons made a motion to accept the Police Report and Animal Control Report for the month of November, 2014. Councilor Abrams seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

7. PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.
There were not Public Comments.

8. MATTERS FROM THE ADMINISTRATOR.

Steve Shepherd stated that he had attended a two day conference last week. He then spent three days in the office becoming acquainted with the projects and business of Edgewood.

9. APPROVAL OF THE 2013-2014 ANNUAL AUDIT REPORT.

Steve Shepherd summarized the results of the annual audit. He stated that there were no deficiencies and no findings. He recommended the audit report be approved.

Councilor Simmons complimented staff, specifically Dora Garcia for her excellent work and efforts in the finances of Edgewood.

Mayor Hill added that the auditors also complemented the staff in their professionalism and timely manner in which they received requested documentation.

MOTION: Councilor Ring made a motion to approve the 2013-2014 Annual Audit Report. Councilor Simmons seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

10. RESOLUTIONS.

A. Resolution No. 2014-29. A Resolution Adopting the 2015 Open Meetings Act.

MOTION: Councilor Simmons made the motion to approve Resolution No 2014-29 adopting the 2015 Open Meetings Act. Councilor Abrams seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

B. Resolution No. 2014-30. A Resolution Adopting the 2015 Holiday Schedule.

MOTION: Councilor Simmons made a motion to approve Resolution No 2014-30 adopting the 2015 Holiday Schedule. Councilor Abrams seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

11. APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF NOVEMBER, 2014.

Mayor Hill explained that the GRT's have not changed much this month. There is still a large retailer that has not paid. The Town will see the increase eventually. He added that we are in good communications with the Tax Office.

Councilor Ring inquired regarding the GRT's for the DOT project on I-40. Mayor Hill replied that it would come as a lump sum payment at the end of the project.

Mayor Hill asked about the contractor who did the pipeline and if he had paid taxes to the Town of Edgewood?

MOTION: Councilor Simmons made a motion to accept the Financial Report for November, 2014. Councilor Ring seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

12. ANNOUNCEMENTS and/or CALENDAR REVIEW.

- A. Regular Council Meeting - January 7, 2015 @ 6:30 P.M.
- B. Regular Council Meeting - January 21, 2015 @ 6:30 P.M.
- C. Swearing In of Judge – Monday, December 22, 2014 @ 8:30 am
- D. RFP Review for the Waste Water Operation Services – Councilor Simmons to attend

NOTE: The Town Hall Offices will be closed January 19, 2015 in observance of Martin Luther King, Jr. Day.

13. FUTURE AGENDA ITEMS.

- A. Town Hall Meeting – January 17, 2014 @ 1:00 P.M. @ Edgewood Middle School.
- B. Public Hearing Continued – Amendments to the Zoning and Subdivision Ordinance.
- C. Resolution Adopting a Schedule of Fees for Wastewater connection.
- D. Planning & Zoning update on zoning map – close to being completed. Mayor Hill commended staff member, Tracy Sweat for her extensive research into the historical zoning documents. Mayor Hill asked to bring the corrected map forward to Council meeting on January 21, 2015.
- E. Councilor Simmons suggested that there be a discussion with the State CID regarding requirements for building permits.
- F. Mayor Hill stated that there also needs to be a future discussion on Franchise Tax for pipelines and a Lodger's Tax.

14. CLOSED SESSION.

As per motion and roll call vote, pursuant to NMSA 1978, 10-15-1 (H)(8) the following will be discussed in Closed Session.

- A. Real Property Acquisition.

MOTION: Councilor Ring made a motion to go into Closed Session pursuant to NMSA 1978, 10-15-1 (H)(8). Councilor Simmons seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

MOTION: Councilor Ring made a motion to return to Open Session. Councilor Abrams seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye.
Councilor Ring voted aye. The motion carried.

Councilor Abrams affirmed they only discussed the Real Property Acquisition and no decision was made.

Councilor Ring affirmed they only discussed the Real Property Acquisition and no decision was made.

Councilor Simmons affirmed they only discussed the Real Property Acquisition and no decision was made.

Mayor Hill affirmed they only discussed the Real Property Acquisition and no decision was made.

15. MOTION PER CLOSED SESSION.

MOTION: Councilor Abrams made a motion to have the Town Administrator pursue discussion regarding the real estate acquisition. Councilor Ring seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

16. ADJOURN.

MOTION: Councilor Simmons made a motion to adjourn the meeting of December 17, 2014. Councilor Ring seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

Mayor Hill adjourned the meeting at 7:45 pm.

PASSED, APPROVED and ADOPTED this 7th day of JANUARY, 2015.

Brad E. Hill, Mayor

ATTEST:

Estefanie Muller, CMC, Clerk-Treasurer

**MINUTES
TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION MEETING
DECEMBER 16, 2014 AT 6:00 PM
27 E. FRONTAGE ROAD, EDGEWOOD COMMUNITY CENTER**

1) Call to order-Roll call.

Chairman Gabel called the meeting to order at 6:00 PM.

Commissioners Present: Brad Gabel, John Carpenter, Leonard Navarre, Pat Markley

Commissioners Absent: None

Staff Present: Stephen Shepherd, Kay Davis-McGill, Robert White Attorney, Tracy Sweat

2) Approve Agenda.

Chairman Gabel indicated he would entertain a motion to approve the Agenda

Commissioner Carpenter made a motion to approve the Agenda; his motion was seconded by Commissioner Navarre.

Action: Chairman Gabel voted aye. Commissioner Carpenter voted aye. Commissioner Navarre voted aye. Commissioner Markley voted aye. The motion carried.

3) Introduction of new Town Administrator Mr. Stephen Shepherd.

Mr. Steve Shepherd stated he lives in Stanley and just completed 16 years working for Santa Fe County in Finance as well as Health and Human Services. He added that Kay would be helping to bring him up to speed over the next couple of months as he gets to know the Commission and the types of cases that come before them.

Chairman Gabel clarified that Mr. Shepherd is now the official Town Administrator and all inquiries should be directed to him.

4) Introduction of Mr. Pat Markley.

Chairman Gabel welcomed Commissioner Markley and asked him to introduce himself.

Commissioner Markley stated he has been a long time resident of New Mexico and is a business/land owner in Edgewood and looks forward to serving. He added his background is in large scale commercial construction including, hospitals, casinos and things of that nature.

5) Approval the Minutes of 12/2/2014

Chairman Gabel noted one misspelling on the first page and asked if there were any other changes or corrections required; hearing none he called for a motion.

Commissioner Navarre made a motion to approve the Minutes with the correction as noted; his motion was seconded by Commissioner Carpenter.

Action: Chairman Gabel voted aye. Commissioner Carpenter voted aye. Commissioner Navarre voted aye. Commissioner Markley voted aye. The motion carried.

- 6) **Zone Change: Adams, requesting C-2 zoning for three lots currently zoned R-1 located at 2004 Old Highway 66, Tracts C (4 acres), and D (2 acres), and 2006 Old Highway 66 Tract E-2 (1 acre) in Section 27 T10N R7E.**

Chairman Gabel reviewed this item for the Commission stating their role was to review and forward a recommendation to the Council by means of a Findings of Fact. The Council will then hold a Public Hearing and make their determination regarding the Zone Change.

Ms. Davis-McGill stated that upon review of the Zone Map staff determined two of the Tracts in question, specifically Tracts C and D, are already Zoned C-2 Commercial and therefore only Tract E-2 should be considered for this application.

Chairman Gabel requested a summary of the Staff report.

Ms. Davis-McGill reviewed the Staff report and the associated application documents for the Commission. She read into the record the legal description for the lot, the current zoning status and uses of the adjoining properties and the recommendation of staff for approval of C-2 Zoning.

Chairman Gabel asked about comment from adjoining property owners.

Ms. Sweat indicated she had only received comment from the property owner to the west who stated he was not opposed to the Zone Change. She added that notifications would be mailed as part of the Public Hearing process.

Commissioner Carpenter asked which businesses were located across the street.

Ms. Sweat responded the Independent Newspaper and a Storage facility were the businesses located on the North side of Route 66.

Chairman Gabel asked about the size of lot E-2.

Ms. Davis-McGill responded the survey plat indicates the property is one acre.

Commissioner Navarre asked for clarification that the only lot being considered for this application was E-2 as Tracts C & D are already zoned C-2.

Ms. Davis-McGill stated this was correct.

Chairman Gabel asked if the street address was sufficient for the legal description.

Ms. Davis-McGill responded that the street address defines the exact location of the property. She added that the staff report contains the complete legal description.

Commissioner Markley made a motion pursuant to recommend the application for a Zone Change from Philip M. Kathleen L. and Melissa L. Adams to modify zoning from Residential R-1 to C-2 referencing the lands at Tract E-1 Section 27 T10N, R7E NMPM in Santa Fe County NM and after reviewing the staff recommendation and appears that everything is present and in good standing it is recommended this be forwarded to the Town Council; his motion was seconded by Commissioner Navarre.

Action: Chairman Gabel voted aye. Commissioner Carpenter voted aye. Commissioner Navarre voted aye. Commissioner Markley voted aye. The motion carried.

7) Zone Change: Doyle, Diane Stearley, Agent, requesting C-2 zoning for two lots currently zoned R-1 located at 2008 Old Highway 66, Tracts 2 (.333 acres), and 3 (.566 acres) in Section 27 T10N R7E.

Ms. Davis-McGill reviewed the Staff report and the associated application documents for the Commission. She read into the record the legal description for the lot, the current zoning status and uses of the adjoining properties and the recommendation of staff for approval of C-2 Zoning.

Chairman Gabel asked for the clarification regarding the reference to the lot to the West as being Lot E-2 but should read lot E-1.

Ms. Davis-McGill agreed this was an error.

Chairman Gabel expressed concern regarding the minimum lot sizes under the Commercial Zoning designation.

Ms. Davis-McGill clarified there was no minimum lot size under the C-2 Commercial Zoning designation.

Chairman asked if staff had visited the site and verified the setbacks.

Ms. Sweat responded that she had visited the site but did not enter the lot and could not verify the side setback.

Chairman Gabel expressed concern regarding the side setback. He added the performance based setback request would have needed to come forward as part of this application and would need to be justified.

Ms. Davis-McGill stated the performance based setback request would come at the time of development and would also be reviewed by Santa Fe County Fire.

Chairman responded that the property was already developed.

Chairman Gabel and Ms. Davis-McGill entered into a discussion regarding the occupancy of the building, use of the property and the setback requirements.

Chairman Gabel expressed concern that the current building did not comply with the setbacks as stated in under Design Standards of the C-2 Commercial Zoning Designation of the Zoning Ordinance and would therefore create a non-conforming use if approved.

Mr. White stated he was not prepared to comment on it at this time but would like to look at the code and the lot.

The Commissioners entered into discussions to include a requirement of the applicant to satisfy the performance based criteria and process in their recommendation to Council and prior to approval.

Mr. White suggested they add language to their recommendation that the setback concern could be otherwise satisfied in the event the requirement has already been met and is verified.

Commissioner Carpenter asked if it was the applicants desire to retain the lots as they exist. His concern being access for Lot 2 if Lot 3 is sold to another party.

Ms. Davis-McGill responded that upon a sale the title company would require some sort of easement through the front lot for access to the rear lot. A title company will not issue title policy to a lot that is landlocked. At this time the only request is for the zone change.

Commissioner Carpenter made a motion to refer the application from Paul and Carol Doyle relative to a change of Zoning from R-1 Residential to C-2 Commercial pursuant to Lots 2 & 3 Section 27 and pursuant to the current Zoning Ordinance and that the applicant, prior to approval, proceeds either through the appropriate application or otherwise addresses the setback issue.

Ms. Davis-McGill asked if staff could verify the setbacks.

Mr. White indicated that may be the means that would otherwise address the setback issue. The applicant should either proceed through the appropriate application for a performance based set back or otherwise address the setback issue.

Commissioner Navarre seconded the motion.

Action: Chairman Gabel voted aye. Commissioner Carpenter voted aye. Commissioner Navarre voted aye. Commissioner Markley voted aye. The motion carried.

8) Review draft commission operating resolution no. 2014-28

8.a. Commission amendments to operating resolution.

Chairman Gabel reviewed this item for the Commission stating this should reflect all the changes as presented and discussed at the previous meeting. He added they could approve this in the form of a motion if there were no further amendments.

Commissioner Carpenter made a motion to approve Resolution No. 2014-28 for the Planning Commission of the Town of Edgewood; his motion was seconded by Commissioner Markley.

Action: Chairman Gabel voted aye. Commissioner Carpenter voted aye. Commissioner Navarre voted aye. Commissioner Markley voted aye. The motion carried.

9) Review of Subdivision Ordinance 2014-03 Council and Staff proposed amendments.

9.a. Commission Recommendations to Council

Chairman Gabel reviewed this item and asked if there were any additions; hearing none he moved onto the next Agenda item.

10) Review of Zoning Ordinance 2014-02 Council and staff proposed amendments
10.a. Commission Recommendations to Council

Chairman Gabel reviewed this item and asked if there were any additions; hearing none he moved onto the next Agenda item.

11) Public Comment. Limit to 2 minutes per person. Note: If you plan to speak under Public Hearings, please do not sign up for this topic.

Ms. Janelle Turner provided a timeline regarding the Campbell Ranch OSE Ruling composed of Minutes from Town meetings. She added the Development Agreement that Campbell entered into with the Town locks them into the 1999 Subdivision Ordinance. She also discussed the PID Guidelines for Campbell as listed in Resolution 2005-24 specifically regarding roads.

Mr. Bassett thanked the Commission for their service over this past year, welcomed Mr. Markley to the Commission and asked about the reappointment for Commissioner Carpenter. He handed out a copy of several newspaper articles regarding the Santolina development that is being proposed on the West Side of Albuquerque. He added this was a good example of the way other entities handle these types of issues such as water, access, and utilities. He pointed out that Edgewood was listed in one of the articles as a poor example of planning and development. It is up to the Commission to raise the bar with every application so the Town is not listed alongside other communities in a negative fashion.

Ms. Diane Stearley asked if the Town has an Architectural Plan. She added that if the Town does not have one this may be something the Commission looks into. She has heard from people that the Town is a hodgepodge of development without a vision. She suggested the Town consider developing a plan that considers the look of new commercial development.

12) Matters from the Chair and Commission Members.

Chairman Gabel discussed the Resolution they passed this evening which calls for their meeting packets to be available 5 days prior to the meeting and asked staff to make every effort to meet this deadline so the Commission has ample time to review and prepare.

Chairman Gabel asked about the reappointment of Commissioner Carpenter.

Ms. Davis-McGill responded that it would be handled in January and that Commissioner Carpenter was to attend the January meeting.

Commissioner Carpenter stated he felt that Ms. Stearley had brought up a good point and he liked the idea.

Commissioner Markley asked if the Town had a Master Plan.

Chairman Gabel responded there is the Comprehensive Plan adding that some areas have a Master Plan, such as Section 16. These Master Plans are locked into the Ordinances that were in place at the time they were approved which can complicate things. Campbell Ranch is an example of a Master Plan that is locked into an earlier version of the Ordinances as pointed out by Ms. Turner this evening.

13) Matters from Staff.

None.

Commissioner Carpenter stated the staff reports have continued to improve over the course of the last year and thanked staff for their effort.

14) Calendar Update.

Chairman Gabel stated the next regularly scheduled meeting is January 20, 2015.

Ms. Sweat indicated there will be a small subdivision heard at that meeting.

Ms. Davis-McGill reminded everyone of the Holiday Potluck Scheduled for Thursday at 11:00 AM, here at the Community Center.

15) Adjourn.

Commissioner Navarre made a motion to adjourn.

Action: Chairman Gabel voted aye. Commissioner Navarre voted aye. Commissioner Carpenter voted aye. Commissioner Markley voted aye. The motion carried.

Chairman Gabel adjourned the meeting at 7:30 P.M.

Brad Gabel, Chairman

ATTEST:

Kay Davis-McGill, Administrator

ATTEST:

Leonard Navarre, Secretary P & Z

Town of Edgewood

APPLICATION FOR ZONE CHANGE

STANDARD READING USE ONLY

NAME OF APPLICANT: Phillip M Adams, Kathleen L. Adams, Melissa L. Adams

APPLICANT ADDRESS: Box 504 - 8A Robin Ct Edgewood NM 87015
Street City State Zip

APPLICANT PHONE: HOME: 505-286-6441 BUSINESS: _____
FAX: _____ FAX: _____

ADDRESS OF PROPERTY FOR WHICH REZONING IS REQUESTED:

Tract C, Tract D. (2004 Hwy 333) and Tract E2 (2006 Hwy 333)

PRESENT ZONING OF PROPERTY: R REQUESTED ZONING OF PROPERTY: C

OWNER OF ABOVE DESCRIBED PROPERTY:

Phillip M Adams, Kathleen L. Adams, Melissa L. Adams

OWNER ADDRESS: Box 504 8A Robin Ct Edgewood NM 87015
Street City State Zip

OWNER PHONE: HOME: 505-286-6441 BUSINESS: _____
FAX: _____ FAX: _____

PRESENT USE OF PROPERTY: Mostly Vacant

FEE: _____



NOTICE AND DISCLAIMER

The staff acts in an advisory position only and will provide you with the recommendations, whether positive or negative, that will be forwarded to the Planning Commission.

If you take any action, make any financial commitments or expenditures based on staff, Planning Commission, or Town Council member statements before final action is taken on your application, you are doing so at your own risk.

The Town of Edgewood, its elected and appointed officials, agents, attorneys, and employees, will not in any way be responsible or liable for any losses of any kind whatsoever by you in the event that your application is not granted.

Your signature(s) on this document verifies (verify) that you have read and completely understand this document.

Applicant: Kathleen Adams, Phillip M Adams, Melissa L Adams Date: 11/24/14
(Signature)
Type or Print Applicant Name: Phillip M Adams, Kathleen L. Adams, Melissa L Adams
Owner: Kathleen Adams, Phillip M Adams, Melissa L Adams Date: 11/24/14
(Signature)
Type or Print Owner Name: Phillip M Adams, Kathleen L. Adams, Melissa L. Adams

CASE No. 2014-01

COMMUNITY DEVELOPMENT

ZONE CHANGE CHECKLIST

APPLICATION FOR ZONE CHANGE SHALL BE ACCOMPANIED BY THE FOLLOWING:

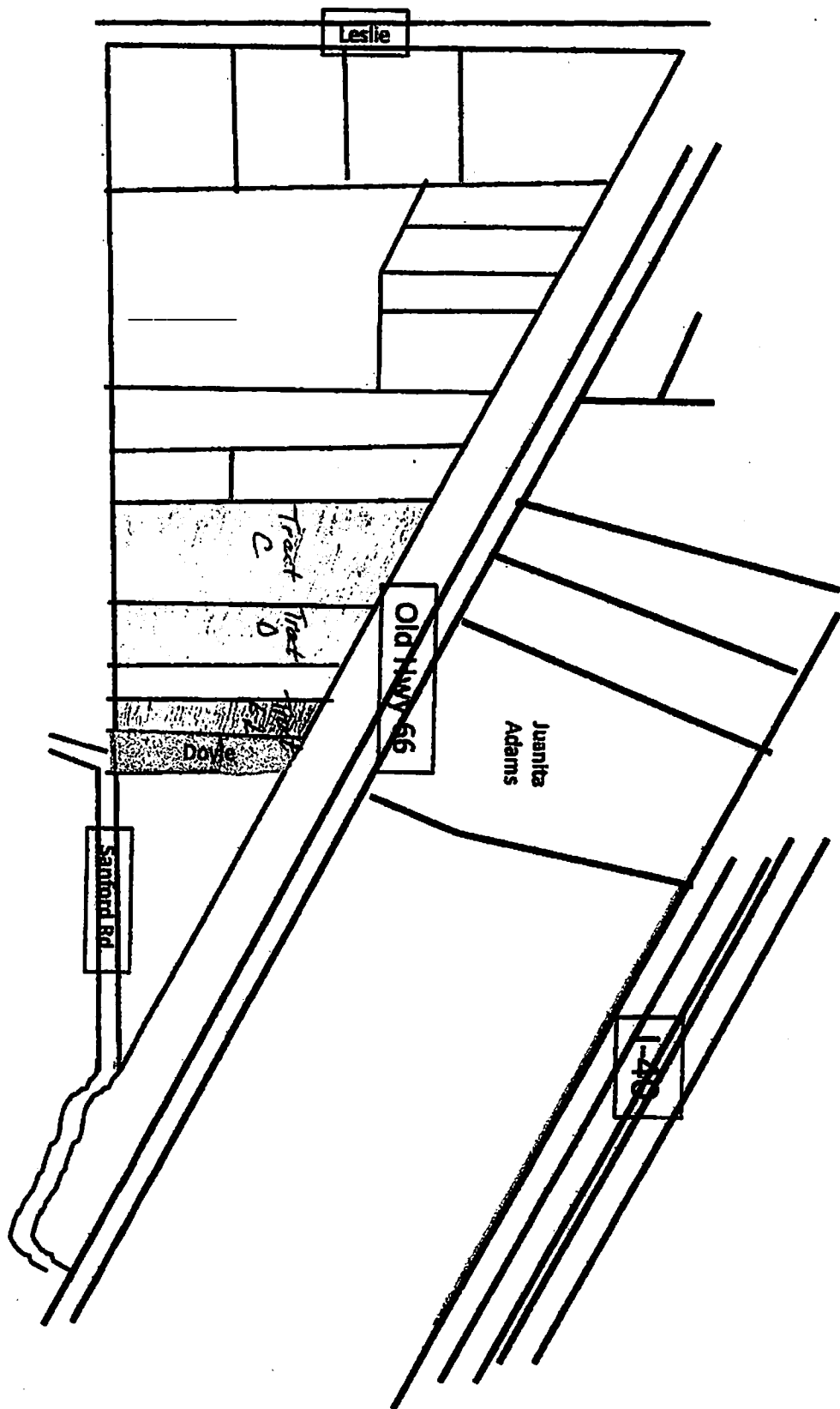
- ☐ COPY OF GENERAL WARRANTY DEED FOR THE PROPERTY OR PROPERTIES FOR WHICH APPLICATION IS MADE.
- ☐ CERTIFIED BOUNDARY SURVEY FOR WHICH APPLICATION IS MADE.
- ☐ SITE PLAN SHOWING LOCATION OF ALL EXISTING AND PROPOSED BUILDINGS, OTHER CONSTRUCTIONAL FEATURES, AND LANDSCAPING -- DRAWN TO SCALE WITH ALL DIMENSIONS AND THE LOCATION OF THE ZONE CHANGE IDENTIFIED.
- ☐ ARCHITECTURAL ELEVATIONS FOR ANY PROPOSED BUILDINGS ON THE SUBJECT PROPERTY.
- ☒ **COMMERCIAL REZONING:** A WRITTEN DESCRIPTION OF PROPOSED OPERATION IN SUFFICIENT DETAIL TO INCLUDE HOURS OF OPERATION; NUMBER OF EMPLOYEES; TYPE OF MACHINERY; PLANS FOR OUTDOOR STORAGE; EFFECTS OF OPERATION IN PRODUCING AIR AND WATER POLLUTION, ODOR, NOISE, GLARE, FIRE OR OTHER FIRE SAFETY HAZARDS, AND TRAFFIC CONGESTION.
- ☐ **RESIDENTIAL REZONING:** A WRITTEN DESCRIPTION OF THE PROPOSED USE OF PROPERTY INCLUDING NUMBER AND SIZE OF PROPOSED UNITS; NUMBER OF OFF-STREET PARKING SPACES; OPEN SPACE, RECREATIONAL FACILITIES; LANDSCAPE PLANS, AND REASONS FOR THE REZONING REQUEST.
- ☐ OTHER INFORMATION OR STUDY NEEDED: Please see attached

**ATTACHMENT TO TOWN OF EDGEWOOD
APPLICATION FOR ZONE CHANGE**

**Phillip M and Kathleen L. Adams
Melissa Adams**

**RE: Tract C - S27 T10N R7E C 4 acres
Tract D - S27 T10N R7E D 2 acres
Tract E-2 - S27 T10N R7E 1 acre**

We are requesting a zone change from residential to commercial for the above referenced properties. Prior to the annexation of the Town of Edgewood, some of this property was commercially zoned and a restaurant - Tres Amigos - operated there. We believe these properties should have been commercially zoned when the Town was incorporated just as properties on the north side of Route 66 were granted commercial zoning.



Town of Edgewood

NAME OF APPLICANT:

Diane Stealey

APPLICANT ADDRESS:

P.O. Box 415 Edgewood, N.M. 87015
Street City State Zip

APPLICANT PHONE:

HOME: 505-281-3755 BUSINESS: 505-281-3755
FAX: 505-281-6225 FAX: _____

ADDRESS OF PROPERTY FOR WHICH REZONING IS REQUESTED:

2008 State Hwy. 333 Lot 2 & 3 Sec 27, T10N, R7E

PRESENT ZONING OF PROPERTY:

R-1

REQUESTED ZONING OF PROPERTY:

C-2

OWNER OF ABOVE DESCRIBED PROPERTY:

Paula Carol Doyle

OWNER ADDRESS:

618 Chillicothe, Ohio 45601-3607
Street City State Zip

OWNER PHONE: HOME:

FAX:

BUSINESS:

FAX:

PRESENT USE OF PROPERTY:

Vacant

FEE:

50



NOTICE AND DISCLAIMER

The staff acts in an advisory position only and will provide you with the recommendations, whether positive or negative, that will be forwarded to the Planning Commission.

If you take any action, make any financial commitments or expenditures based on staff, Planning Commission, or Town Council member statements before final action is taken on your application, you are doing so at your own risk.

The Town of Edgewood, its elected and appointed officials, agents, attorneys, and employees, will not in any way be responsible or liable for any losses of any kind whatsoever by you in the event that your application is not granted.

Your signature(s) on this document verifies (verify) that you have read and completely understand this document.

Applicant: *Daniel Stearns* Date: 10/31/14
(Signature)

Type or Print Applicant Name: _____

Owner: *Phyllis Carol Doyle* Date: Oct. 31, 2014
(Signature)

Type or Print Owner Name: Phyllis Carol Doyle

CASE NO.: 2014-02

COMMUNITY DEVELOPMENT

ZONE CHANGE CHECKLIST

APPLICATION FOR ZONE CHANGE SHALL BE ACCOMPANIED BY THE FOLLOWING:

- ☐ COPY OF GENERAL WARRANTY DEED FOR THE PROPERTY OR PROPERTIES FOR WHICH APPLICATION IS MADE.
- ☐ CERTIFIED BOUNDARY SURVEY FOR WHICH APPLICATION IS MADE.
- ☐ SITE PLAN SHOWING LOCATION OF ALL EXISTING AND PROPOSED BUILDINGS, OTHER CONSTRUCTIONAL FEATURES, AND LANDSCAPING -- DRAWN TO SCALE WITH ALL DIMENSIONS AND THE LOCATION OF THE ZONE CHANGE IDENTIFIED.
- ☐ ARCHITECTURAL ELEVATIONS FOR ANY PROPOSED BUILDINGS ON THE SUBJECT PROPERTY.
- ☒ **COMMERCIAL REZONING:** A WRITTEN DESCRIPTION OF PROPOSED OPERATION IN SUFFICIENT DETAIL TO INCLUDE HOURS OF OPERATION; NUMBER OF EMPLOYEES; TYPE OF MACHINERY; PLANS FOR OUTDOOR STORAGE; EFFECTS OF OPERATION IN PRODUCING AIR AND WATER POLLUTION, ODOR, NOISE, GLARE, FIRE OR OTHER FIRE SAFETY HAZARDS, AND TRAFFIC CONGESTION.
- ☐ **RESIDENTIAL REZONING:** A WRITTEN DESCRIPTION OF THE PROPOSED USE OF PROPERTY INCLUDING NUMBER AND SIZE OF PROPOSED UNITS; NUMBER OF OFF-STREET PARKING SPACES; OPEN SPACE, RECREATIONAL FACILITIES; LANDSCAPE PLANS, AND REASONS FOR THE REZONING REQUEST.
- ☐ OTHER INFORMATION OR STUDY NEEDED: _____

November 17, 2014

**Town of Edgewood
Planning and Zoning Department**

Dear Planner,

This letter is in regard to the rezoning of Lots 2 and 3 in the Section 27 T10N,R7E, Santa Fe County, New Mexico, otherwise known as 2008 State Hwy 333 (Old 66) Edgewood, New Mexico.

It has come to my attention that this property is currently zoned residential. I feel this designation was an oversight when the town was incorporated in 1999. My father's engineering firm, Powell Engineering, has been located on this property since 1979 and I once had a dance academy in the same building which is still there today.

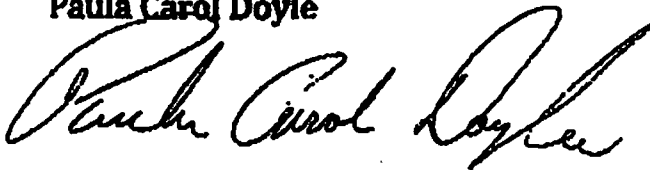
I have included in this packet a copy of the Santa Fe County bill showing these lots have continuously been taxed as commercial and that my father paid County taxes as such all these years.

The property located to the West of this land was once a Mexican food restaurant and the Independent Newspaper Company and the Cherry Hills Storage Units are located directly across the street. All the rest of the property across the street is zoned commercial for the whole length of the boundary of the Town of Edgewood along State Hwy 333.

I feel due to the fact that this property is historically commercial and is harmonious with the adjacent property that the town should grant Commercial status to these lots.

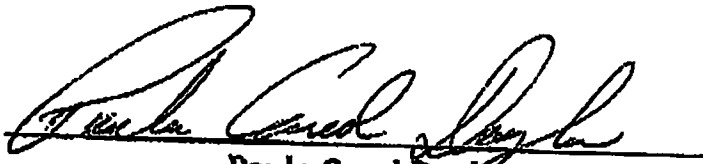
Sincerely,

Paula Carol Doyle

A handwritten signature in black ink, appearing to read "Paula Carol Doyle", written in a cursive style.

LETTER OF AUTHORIZATION AND REPRESENTATION

I **Paula Carol Doyle** hereby authorize **Diane Stearley** to represent me in the process of changing the zoning of my property located at 2008 State Hwy 333 (Old US Hwy 66) in Edgewood, NM, also know as Lot two and Lot three in the Plat titled BOUNDARY SURVEY Property of DEAN POWELL AND JOHN POPE, situated within Section 27, T10N,R7E, NMPM Santa Fe County, New Mexico from "Residential" to "Commercial" Zoning. This property has historically been used for commercial purposes from the early 80"s; long before the Town of Edgewood was incorporated in 1999. I once had a dance studio on the property and my father Wesley Dean Powell, for many years had the Powell Engineering Firm on the same property. This property should have been "grandfathered" into the town at that time as "Commercial".


Paula Carol Doyle

Oct. 31, 2014
Date

[illegible]

	DATE	NAME &	ADDRESS	CITY	STATE	ZIP
7081 -	4/2/76	(M)	PHELIP M. ADAMS TO PHELIP MARK ADAMS			
7091 -	4/2/76	(M)	MART ADAMS TO DEAN POTELL			
7091 -	4/2/76	(M)	MART ADAMS TO ART ENTHOUWEN			
7091 -	5/1/76	(M)	MART ADAMS TO DEAN POTELL			

PAGE 3

1882 - 410/123 (FOUO) PHILIP ROSS ADAMS TO PHILIP RUCK ADAMS
1980 - 410/124 (FOUO) PHILIP RUCK ADAMS TO MARK FROST
1981 - 423/206 (FOUO) MARK FROST TO OSCAR FORTILL

1965 - 584/71 (LSD) MELLE ADAMS TO GARY BURCHER
1972 - 591/95 (COC) MELLE ADAMS TO GARY BURCHER
1986 - 616/123 (NO) MELLE ADAMS TO GARY BURCHER
1989 - 616/040 (COC) MELLE ADAMS TO GARY BURCHER
1993 - 1184/720 (NO) GARY BURCHER TO ROBERT FANNING

LEGEND

BOUNDARIES ARE DERIVED FROM GPS OBSERVATIONS, REFERRED TO AS THE BOUNDARY PROFILES. THE WEST BOUNDARY OF SOUTHERN PANGLOSS.

- DENOTES REBAR, OR AS SHOWN FOUND
- DENOTES REBAR, OR AS SHOWN SET
- DENOTES CALCULATED POINT NOT SET
- DENOTES UTILITY POLE
- DENOTES UNKNOWN UTILITY LINE
- DENOTES FENCE

BOUNDARY DATA IN PANGLOSS IS FROM PAPER PLANS OR DOCUMENTS

REFERENCE DOCUMENTS:
ALL DOCUMENTS LISTED HEREON

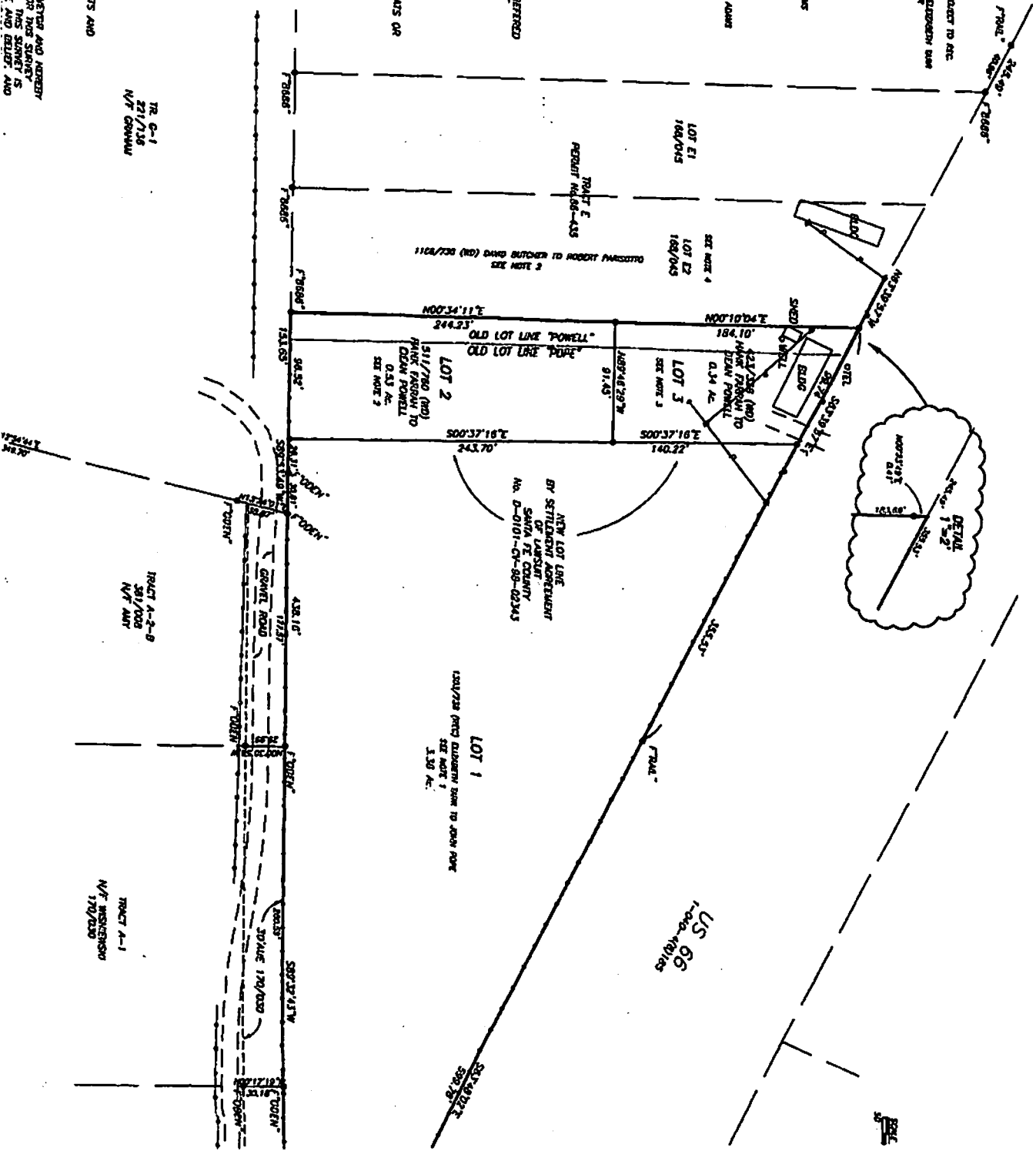


THIS PLAT SUBJECT TO ANY RESTRICTIONS, COVENANTS AND EASEMENTS OF RECORD.

TR C-1
221/736
N/T 00000

TRACT A-2-B
S81/008
N/T AMT

INLET A-1
N/F MISKENSIO
170/0230



TOWN OF EDGEWOOD

RESOLUTION NO. 2015-01

WHEREAS, the governing body of the **Town of Edgewood** of Santa Fe County of the State of New Mexico shall enter into a Grant Agreement with the State of New Mexico Environment Department; and

WHEREAS, the Agreement is identified as **SAP 14-1700 STB**.

Now therefore, be it resolved by the **Town of Edgewood** that:

- a. Mayor Brad E. Hill is authorized to sign the agreement for this project, and
- b. Stephen Shepherd, Town Administrator and Estefanie B. Muller, Clerk/Treasurer or their successors are official representatives who are authorized to sign and request reimbursement requests and act as a single point of contact concerning all matters related to the grant agreement.

PASSED, APPROVED AND ADOPTED this 7th day of January, 2015.

Brad E. Hill, Mayor

Date

ATTEST:

Notary Name, Notary Title

Signature

Date